

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of February 12, 2008**

- I. **ROLL CALL:** Chair James Wilson, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Richard Sutor. Also present was Village Manager Nanci Allard.

Chair Wilson called the meeting to order at 7:00 p.m.

- II. **PUBLIC PARTICIPATION (Scheduled):** None.

III. **ACTION ITEMS**

a. **Approval of Minutes**

1. **January 29, 2008 (Regular Meeting).** Motion by Trustee McCarney, seconded by Trustee Sutor, to approve the minutes. Trustee Hambleton wanted to clarify the minutes on Item III, d, that the Trustees did not put the item out to bid by the decision of the Trustees, not Management. **Motion passed 5-0-0.**

b. **Approval of Bills**

1. **Warrant #16-08.** Motion by Trustee Hambleton, seconded by Trustee McCarney, to approve Warrant #16-08 in the amount of \$372,152.50. **Motion passed 5-0-0.**
2. **USDA Loan Resolution (Water Project):** Motion by Trustee McCarney, seconded by Trustee Sutor, to adopt the loan Resolution and authorize the appropriate signature, either the Manager or Trustee Chair. The current interest is 4.375% but the Manager hopes it will drop before we close on the loan. Trustee McCarney would like some clarification on item 6. **Motion passed 5-0-0.**

IV. **REPORTS**

a. **Village Manager**

1. **King Street & Norwich University Substations.** There was a meeting last Friday at Norwich University to discuss the options. They are planning to proceed with taking the transformer from King Street. They are discussing increasing a line extension and increasing the load. Trustee McCarney would like definitive timelines and load factors from Norwich University. Dave Magida, the Chief Administrative Officer, will inform Manager Allard.
2. **Zoning Administrator Resignation.** Manager Allard reported that Zoning Administrator Michele Braun has resigned. She will stay, hopefully, through the end of March. She has put a notice out on a ListServ and in the papers today.
3. **Water Project Update.** We are working on the easements for the construction portion of the water project. Manager Allard is hoping to have them all set soon and we will get the project out to bid with a revised date of the end of February. The Selectboard has granted the easements for Town Properties last night.
4. **Village Common Project.** We did not get the grant from the Agency of Transportation for the Common Project. There are hearings usually on these grants and it would be appreciated if the Manager would let us know so we could attend.

5. **Village Highway Crew.** There was a discussion of the amount of time the Highway crews have put in for overtime. There have been some major storms and the crews have done an excellent job in keeping up! We have had an unusually high amount of snow this winter, so great job crews!! Trustee McCarney was upset with a comment made at the Selectboard meeting last night about “opening up main arteries then send the crews to the do more of the Town roads.” Trustee McCarney felt this was an unreasonable request made last night.

b. **Committee Reports:** None.

c. **Miscellaneous**

1. **Efficiency Vermont Project update.** There is nothing new at this time.

V. **PUBLIC PARTICIPATION (Unscheduled):** None.

VI. **ADJOURNMENT:** Motion by Trustee Suitor, seconded by Trustee Hambleton, to adjourn.
Motion passed 5-0-0.

The Board adjourned at 7:34 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.